

CREATING YOUR BRPD CIVICREC ACCOUNT

1

VISIT [HTTPS://SECURE.REC1.COM/NC/BURLINGTON-NC/CATALOG](https://secure.rec1.com/nc/burlington-nc/catalog)

2

ON DESKTOP, SELECT LOG IN/CREATE ACCOUNT IN THE UPPER LEFT CORNER, THEN SELECT CREATE YOUR BRPD ACCOUNT.

3

ON MOBILE DEVICES, SELECT ACCOUNT IN THE UPPER RIGHT CORNER AND THEN SELECT SIGN UP

TO ADD ADDITIONAL MEMBERS YOU MUST SELECT 'DESKTOP VERSION' IN THE LEFT HAND MENU.

4

FILL OUT THE REQUIRED INFORMATION (ADDRESS, CONTACT INFO, ETC.)

5

TO RECEIVE TEXT ALERTS (I.E. CLASS CANCELLATIONS, FACILITY CLOSINGS), INDICATE YOUR MOBILE CARRIER NEXT TO YOUR CELL NUMBER.

6

ADD ADDITIONAL MEMBERS (SPOUSE, CHILDREN, ETC.) AT ANY TIME IN YOUR SETTINGS. KEEP YOUR ENTIRE HOUSEHOLD ON ONE ACCOUNT!

NEED HELP SETTING UP YOUR ACCOUNT? GIVE US A CALL AT 336-222-5030